

*City of Burien*

BURIEN PLANNING COMMISSION MEETING

April 29, 2008

7:00 p.m.

Shared Conference Room

MINUTES

**Planning Commission Members Present:**

Stacie Grage, Jim Clingan, Rebecca McInteer, Joe Fitzgibbon

**Absent:**

Janet Shull, Edward Bohn

**Others Present:**

Scott Greenberg, Community Development Department director; Chip Davis, planner; Larry Toedtli, The Transpo Group, Inc.

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**Roll Call**

Vice-chair Grage called the meeting to order at 7:05 p.m. Upon the call of the roll all commissioners were present with the exception of Commissioners Shull and Bohn. Vice-chair Grage asked the commission to take a moment to remember Commissioner Michael Sumner, who passed away on April 20<sup>th</sup>, and asked that the minutes reflect that his service as a commissioner was much appreciated. Several commissioners shared their thoughts, and Scott Greenberg said that the City Council had observed a moment of silence in Commissioner Sumner's memory at its meeting the previous night.

**Agenda Confirmation**

Motion to approve the agenda as printed was made by Commissioner Clingan. Second was by Commissioner McInteer and the motion carried unanimously.

Newly appointed commissioner Joe Fitzgibbon briefly introduced himself and said he is pleased the commission is looking at sustainability as he is very interested in that subject.

**Public Comment**

None

**Approval of Minutes**

A. March 25, 2008

Motion to approve the minutes as submitted was made by Commissioner Clingan. Second was by Commissioner McInteer and the motion carried unanimously.

**New Business**

None

## **Old Business**

### **B. Transportation Impact Fees – *Discussion***

Chip Davis, planner, noted that this is the third of four planned meetings on transportation impact fees.

Larry Toedtli, with The Transpo Group, began with a brief overview of the work the commission has done on transportation impact fees to date to give the new commissioners a starting point. He noted that the travel forecasting model has been updated to reflect some changes in the City's Comprehensive Plan.

Mr. Toedtli explained how to calculate cost per trip for determining impact fees. He gave the Commissioners two fee schedules to consider, each based on trips per unit of development – one with *all* transportation projects in the City and the second without the previously funded City projects. He said a developer with an activity not on the rate schedule must do its own transportation study to show its impact, which the City can then use to determine the fee to collect. The fee schedule works best for small projects that shouldn't have to go through the trouble and expense of having a study done.

Mr. Toedtli said he was seeking feedback from the commissioners on two questions in particular: Should the City's already funded projects be included in the projects list, and should there be a single service area, as opposed to two, with certain exemptions allowed? Consensus was to include the City's already funded projects and to have a single service area.

Then Mr. Toedtli explained the possible exemptions – parks, schools, low-income housing, city facilities, and economic development – and reminded the commissioners that the financial impact of anything they exempt will need to be collected somewhere else.

Mr. Greenberg reminded the commissioners that at the end of this process the City Council may decide that now is not the right time to establish an impact fee program, but at least the City will have explored the possibilities and was able to make an informed decision about it.

Consensus was to keep the transportation impact fee program simple, with no exemptions, at this point in time. The program can be adjusted as situations change.

## **New Business**

Chip Davis said staff is looking for any issues that the public wants to get on the 2008 Comprehensive Plan amendment docket – proposed amendments are due by June 1. Mr. Greenberg reviewed the proposed amendments on the docket so far.

Mr. Greenberg asked that the sustainability discussion be postponed until May 27<sup>th</sup>. The commissioners concurred.

## **Director's Report**

Mr. Greenberg asked if all the commissioners were members of the APA; they said they are.

He then informed the commissioners that the City has received permit applications from Highline Medical Center for a \$61 million expansion to the Birch wing.

The City has issued the building permit for the City Hall/Library and foundations are being poured.

Mr. Greenberg updated the commissioners on the City Manager's recommendation to City Council, if the council wants to pursue annexation, to pursue proposed annexation option #4. The council is being asked to make a decision on May 19<sup>th</sup> on whether or not to pursue annexation. The earliest an election would be held is February 2009.

**Adjournment**

Motion to adjourn was made by Commissioner Clingan. Second was by Commissioner McInteer and the motion carried unanimously.

Vice-chair Grage adjourned the meeting at 9:17 p.m.

Approved: \_\_\_\_\_

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Janet Shull, chair  
Planning Commission